

14 May 1953

MEMORANDUM FOR: RQM

FROM : RQM/OIS

SUBJECT : Training Requirements for FY 1954 Revised and
FY 1955 Projected

The following is provided in response to memorandum from Director of Training, dated 29 April 1953, subject; Training Requirements for FY 1954 Revised and FY 1955 Projected:

<u>Type of Training</u>	<u>Training Objective</u>	<u>Number of Personnel to be trained</u>	
		<u>FY 1954</u>	<u>FY 1955</u>
Expository Writing	To provide instruction in the techniques of presenting ideas and facts lucidly, simply, and concisely in expository writing; emphasis on lucidity and organization rather than on grammar; approximately twelve weeks, two classes for two hours each week.	0	20
Research Techniques	To provide instruction in the techniques of conducting original research, with emphasis on deductive reasoning, and the organization of facts to a logical and clearly-presented conclusion; additional	0	15

Research Techniques

emphasis upon writing accurate and concise summaries; ten weeks, for approximately two hours each week.

Area Seminars

Seminar discussions led by recognized authorities on the major social, political, and economic problems of foreign areas (probably to be developed in conjunction with ONE); irregular, but no more than two hours per week.

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